

Capital Budget Committee FY 2012 Report



May 10, 2012

Rev. 001

INTRODUCTION

Per Chapter 9 of the town by-laws

“Committee to be known as the Capital Budget Committee shall be established composed of one member of the Town Finance Committee appointed by it and from it, one member of the Planning Board appointed by and from it, and four additional members to be appointed by the Finance Committee. The members from the Finance Committee and the Planning Board shall be appointed for one-year terms. The other members shall be appointed for four-year terms such that one will expire each year. Vacancies shall be filled for the unexpired terms in the manner of the original appointments. The Committee shall annually prepare a Capital Budget program for use by the Finance Committee, the voters, other Town Boards and officials in their deliberations. The Committee shall publish such a report or a summary thereof in a suitable manner and deposit the original with the Town Clerk.

No motion relating to any capital expenditure of in excess of \$100,000.00 or any appropriation for such a capital expenditure shall be acted upon at any Town Meeting until it has been submitted to the Committee, except where provided otherwise by law. It shall be the duty of the Committee to make a recommendation, either verbally or in written form, to the Town Meeting concerning each article or transfer relating to capital expenditures of the Town.”

PROCESS

The CBC asked each department head as well as all other elected committees for their five year list of capital needs that had estimate cost in total or in part of the \$100,000 limit. As of May 3, 2012 a total of 9 meetings have been held by the Capital Budget Committee (CBC) during fiscal year 2012. Each department head/town manager was interviewed on at least one occasion. The CBC also examined and inspected possible capital land purchase (South Street).

FINDINGS

For the second time in as many years, the CBC has established a five year guide that can be used by the taxpayers and town management to plan for future capital needs (Table 1).

The Extended Debt Projection FY14 displays the debt load through fy2021. The negative bars for fy2014 through fy2017 represent bond payments committed in excess of the self imposed limits established last year. This chart gives a somewhat exaggerated view of debt projection in that no reduction in payments was made for collections from water user surcharges.

VOTES

The committee votes on capital projects were as follows:

- South Street Land Purchase: 4 votes for unfavorable 1 abstaining
 - \$675,000 for acquisition of land for recreation complex
- Third water source: 3 votes favorable 1 vote unfavorable
 - \$3,397,000.00 for construction
- Town Hall renovation: 4 votes unfavorable
 - \$398,000.00 for design development
- Hartford Ave water design: 4 votes favorable
 - \$70,000 for water line design

South Street Land Purchase

The committee voted unfavorable for several reasons. We believe that the following actions be taken before purchasing should be considered:

- A South Street traffic study.
- A preliminary written approval from the Army Corp of Engineers indicating their likely assent to such a project and what conditions they may require.
- A preliminary indication from the Conservation Commission and the Planning Board that the development as contemplated could be built on the subject property and what conditions they would likely impose.
- A complete business plan including estimated operational and developmental cost, a construction schedule and a financing plan.
- A RFP (request for proposal) from land owners willing to sell or give suitable parcels of 5 acres or more that could be used for recreation.
- An update of the original 2006 recreation plan accounting for the new fields added since 2006 and the lack of population growth anticipated in the original plan.
- An inspection of the property certifying compliance with prior permits as well as compliance to other state regulations.
- An inventory of Town owned land, and a determination of why we can't use what we already have to develop and address any need for fields.

Third Water Source

The committee voted favorably in spite of a late developing possible alternative. Sufficient monies and time have been invested to develop this resource.

Town Hall Renovation

The attached cost estimates in this report represent the committee's efforts to provide a balanced alternative to the Town Hall renovation project. The data found therein illustrates that if the town wishes to build a new single floor Town Hall office building, its estimated cost would be considerable lower than renovating the town hall therefore, the committee voted unfavorably.

Hartford Ave. Water Design

Voted favorably by the committee with the expectation that the final cost would meet the \$100,000 voting requirement. The construction would take advantage of the Sate funded TIP program.

Respectfully submitted,



Kenneth Glowacki, Chairman

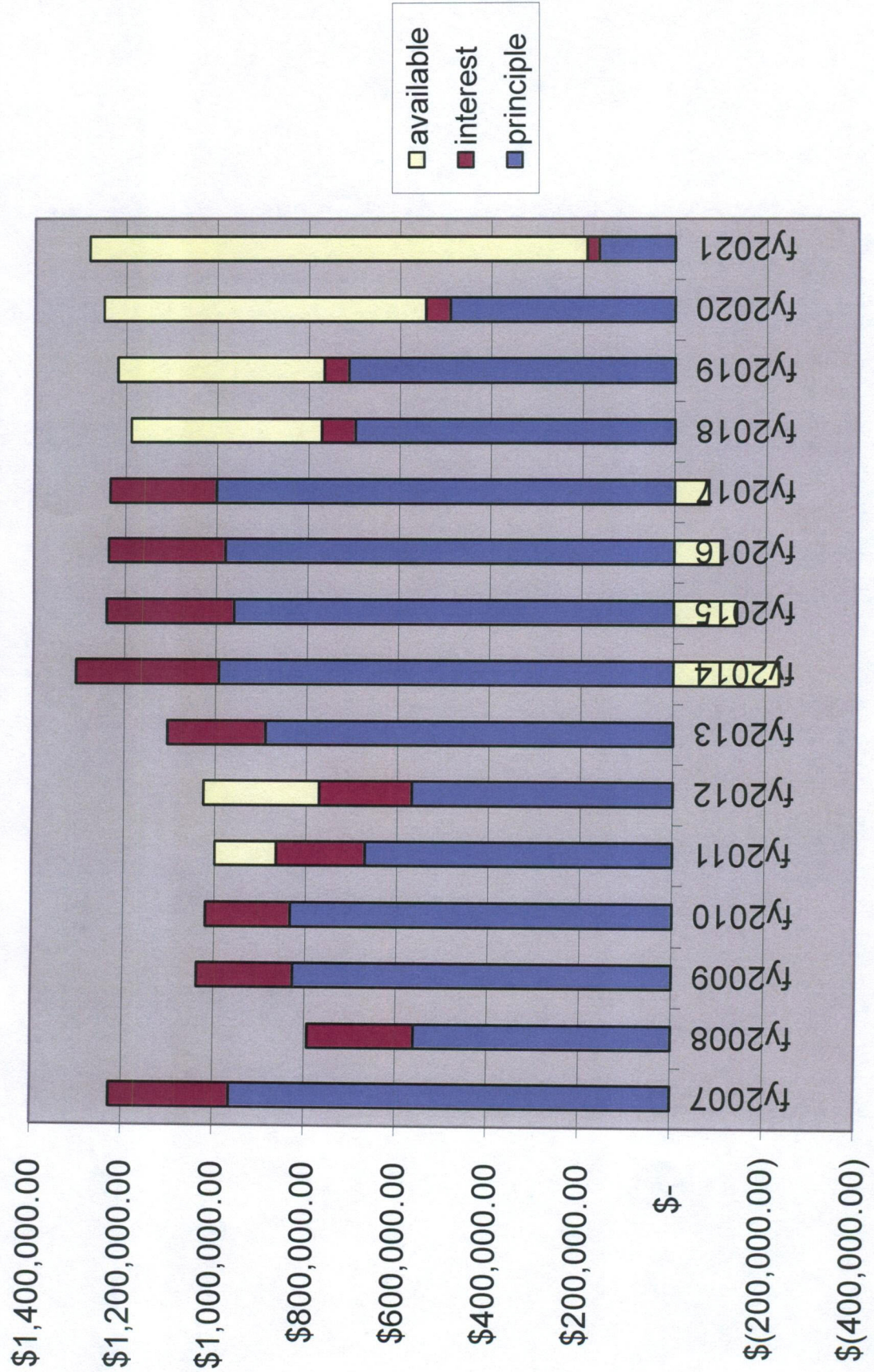
Bob Varney, Secretary

Tom Davidson, Member Planning Board

Jonathan Calianos, Member FINCOM

Frank Aniello, Member

Extended Debt Projection Table 3



Five Year Plan

CAPITAL IMPROVEMENTS

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Department	Requested Project	TOTAL Estimated Expenditure	inside levy	Sources of Funds			Grant	Other	2012						2016		2017	
				CPA	Gifts				1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year				
Selectmen	Town Hall Renovation	\$ 6,000,000		\$ 398,000				excusion	\$ 75,000	\$ 398,000	borrow						\$ 225,000	\$ 225,000
Selectmen	New Town Offices	\$ 4,000,000						excusion										
Selectmen	Town Hall Parking	\$ 189,000						excusion										
Selectmen	COA Energy Improvments	\$ 125,000																
Selectmen	COA Renovation	\$ 75,000																
Selectmen	COA Building	\$ 3,000,000																
Selectmen	Town Common Renovation	unknown																
Selectmen	TIP	\$ 595,000	\$ 600,000						borrowed	\$ 139,050	\$ 129,750	\$ 127,050	\$ 124,350	\$ 124,350			\$ 124,350	\$ 124,350
Selectmen	3rd Water Source design	\$ 300,000	\$ 300,000						borrowed	\$ 69,525	\$ 64,875	\$ 63,525	\$ 62,175	\$ 62,175			\$ 62,175	\$ 62,175
Selectmen	3rd Water Source construction	\$ 3,397,000						exclusion		borrow	\$ 132,000	\$ 128,800	\$ 125,600	\$ 122,200			\$ 122,200	\$ 122,200
Selectmen	Glen Ave. well upgrade	\$ 286,000	\$ 286,000						borrowed	\$ 70,136	\$ 35,031	\$ 34,378	\$ 33,726	\$ 33,726			\$ 33,726	\$ 33,726
Selectmen	Water/Sewer design(Hartford)	\$ 70,000								borrow	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000			\$ 16,000	\$ 16,000
Selectmen	Drainage Improvements	\$ 400,000	\$ 400,000							\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000			\$ 100,000	\$ 100,000
EMS	Ambulance	\$ 185,000	\$ 185,000							\$ 25,079	\$ 22,431	\$ 22,015	\$ 21,598	\$ 21,598			\$ 21,598	\$ 21,598
Fire	Pumper	\$ 550,000	\$ 550,000						borrowed		borrow						\$ 183,333	\$ 183,333
Police	headquarters repair	\$ 100,000						\$ 20,000										
Library	New Library	\$ 5,000,000																
DPW	Salt Shed	\$ 110,000																
DPW	Roads ongolg	\$ 375,000	\$ 75,000						delayed		borrow	\$ 12,880	\$ 12,880	\$ 12,880			\$ 12,880	\$ 12,880
DPW	Garage/Building	\$ 725,000							\$ 75,000	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000			\$ 75,000	\$ 75,000
DPW	roads improvments	\$ 8,300,000								\$ 25,000	borrow	\$ 55,000	\$ 55,000	\$ 55,000			\$ 55,000	\$ 55,000
DPW	drainage repairs	\$ 300,000																
DPW	trees	\$ 375,000																
DPW	sidewalks	\$ 700,000																
DPW	tip improvements water	\$ 900,000						50% enterprise										
DPW	tip improvements sewer	\$ 2,400,000						50% enterprise										
DPW	Cat loader	\$ 175,000	\$ 175,000															
DPW	10 Wheeler (comb0)	\$ 225,000	\$ 225,000															
DPW	Trackless multi purpose	\$ 145,000	\$ 145,000						borrowed	\$ 33,603	\$ 31,356	\$ 30,703	\$ 30,051	\$ 30,051			\$ 30,051	\$ 30,051
DPW	5 ton dump	\$ 185,000	\$ 185,000						borrowed	\$ 25,079	\$ 22,431	\$ 22,015	\$ 21,598	\$ 21,598			\$ 21,598	\$ 21,598
DPW	5 ton dump	\$ 165,000	\$ 55,000						\$ 55,370	\$ 55,370								
Recreation	mega fields	\$ 2,175,000																
	Totals	\$ 41,527,000	\$ 3,181,000	\$ 398,000	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ 205,370	\$ 890,842	\$ 628,874	\$ 1,095,699	\$ 1,166,311	\$ 1,162,911			\$ 1,162,911	\$ 1,162,911

(see chart)

color code

borrowing

new for fy 13

estimated annual principle and interest costs

Table 1

New Town Offices compared to Renovation

	Sq Ft.	RENOVATION 15,772sq ft.	NEW CONSTRUCTION 8,000 sq. ft.@ \$250	Difference
HARD COSTS				
Construction	\$	4,649,671	\$ 2,000,000	
Land			LEASED/PURCHASE	
Site			\$ 250,000	
SOFT COSTS				
A/E services	\$	425,000	\$ 500,000	
Data/Video	\$	25,000	\$ 25,000	
Specfial Testing	\$	7,500	\$ 15,000	
Owners Project Manager	\$	75,000	\$ 90,000	
Clerk of the Works	\$	75,000	\$ 90,000	
Legal	\$	20,000	\$ 20,000	
Printing/mailing/advertizing	\$	12,500	\$ 15,000	
High Density Storage	\$	30,000	\$ 30,000	
HazMat Removal	\$	30,000	\$ -	
Utility Backcharges	\$	30,000	\$ 50,000	
Furnishings	\$	140,000	\$ 140,000	
Furnishings (spec. & procurement)	\$	16,000	\$ 16,000	
Moving	\$	25,000	\$ 12,500	
Storage Trailers	\$	4,500	\$ -	
Temporary Offices fit up	\$	25,000	\$ -	
Commissioning (none)	\$	-	\$ -	
Subtotal	\$	940,500	\$ 1,003,500	
Contingency	\$	94,050	\$ 100,250	
Total Project Costs	\$	5,684,221	\$ 3,103,750	\$ 2,580,471